

**CITY OF SANTA BARBARA
AIRPORT COMMISSION**

M I N U T E S

CALL TO ORDER

The Meeting on Wednesday, August 17, 2011 was called to order at 7:00 p.m. in the Airport Administration Conference Room at 601 Firestone Road, Santa Barbara, CA.

ROLL CALL

Airport Commissioners: **John Clark**
 Chris Colbert
 William Gilbert
 Patricia Griffin
 Kirk Martin
 Bruce Miller

Absent: **Scott Tracy**

Staff: **Karen Ramsdell**, Airport Director
 Hazel Johns, Assistant Airport Director
 Tracy Lincoln, Airport Operations Manager
 Rebecca Fribley, Sr. Property Management Specialist
 Mabel Shatavsky, Airport Commission Secretary

PUBLIC COMMENT

1. No one wished to speak.

NOTICES

2. That on Friday, August 12, 2011 at 5:00 p.m., the Airport Commission Secretary duly posted this agenda on the bulletin board at Airport Administration.

ACTION: Presented.

MINUTES

3. SUBJECT: MINUTES

RECOMMENDATION: That Commission waive the reading and approve the minutes of the meeting of Wednesday, July 20, 2011.

ACTION: Motion/Second for approval of the minutes by Commissioners Miller/Griffin.
Unanimous voice vote (Absent: Commissioner Tracy).

CONSENT CALENDAR

LEASE AGREEMENTS - New Tenants

4. SUBJECT: LEASE AGREEMENT – THE FISHEL COMPANY

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute the following month-to-month Lease Agreement with The Fishel Company, a California Corporation, dba Team Fishel, for 5,000 square feet of unpaved land at 105 Robert Road, at the Santa Barbara Airport, effective September 1, 2011, for a monthly rental of \$782. - *Approved the recommendation; Agreement No. 201149*

5. SUBJECT: LEASE AGREEMENT – MIKE BIRKY TRUCKING, LLC

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a month-to-month Lease Agreement with Mike Birky Trucking, LLC, a California Limited Liability Company, for 27,456 square feet of land at 155 Frederick Lopez Road, at the Santa Barbara Airport, effective September 1, 2011, for a monthly rental of \$4,118. - *Approved the recommendation; Agreement No. 201150*

LEASE AGREEMENTS - Existing Tenant

6. SUBJECT: LEASE AGREEMENT – TRANSPORTATION SECURITY ADMINISTRATION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a five (5) year Lease Agreement with the General Services Administration (GSA) for the Transportation Security Administration for 988 square feet of office, breakroom and storage space in the new Airline Terminal, at 500 James Fowler Road, at the Santa Barbara Airport, effective August 1, 2011, for a monthly rental of \$7,245.33. *Approved the recommendation; Agreement No. 201151*

OPERATING AGREEMENTS – Existing Operators

8. SUBJECT: OPERATING AGREEMENT – NSC COMMUNICATIONS PUBLIC SERVICES CORPORATION

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a five (5) year Operating Agreement with NSC Communications Public Services Corporation, a Delaware Corporation, for operation of two public payphones at the Santa Barbara Airline Terminal, commencing upon the date of beneficial occupancy. *Approved the recommendation; Agreement No. 201153*

9. SUBJECT: JULY 2011 PROPERTY MANAGEMENT REPORT

RECOMMENDATION: That Airport Commission receive the Airport Property Management Report.

ACTION: Motion/Second for approval of the consent calendar by Commissioners Gilbert/Clark. Unanimous voice vote (Absent: Commissioner Tracy).

ITEM REMOVED FROM CONSENT CALENDAR

Item 7 was pulled and considered separate from the other items on the consent calendar due to a potential conflict of interest.

7. SUBJECT: OPERATING AGREEMENT – SANTA BARBARA BANK & TRUST

RECOMMENDATION: That Commission approve and authorize the Airport Director to execute a five (5) year Operating Agreement with Santa Barbara Bank & Trust, a National Association, for operation of two Automated Teller Machines (ATMs) at the Santa Barbara Airport, effective upon the date of beneficial occupancy of the new Airline Terminal, at a graduated rental of no less than \$750 and no more than \$2,000 per month, based upon the number of Non-Customer ATM transactions. - *Approved the recommendation; Agreement No. 201152*

ACTION: Motion/Second for approval of the Operating Agreement with Santa Barbara Bank & Trust by Commissioners Miller/Griffin. Unanimous voice vote (Absent: Commissioners Colbert and Tracy).

LIAISON REPORTS

City of Santa Barbara Liaison Councilmember Frank Hotchkiss

City of Goleta Liaison Councilmember Roger Aceves

ACTION: Councilmember Aceves presented his report.

DIRECTOR'S REPORT

- 10. A. Airport Operations
 - Passenger Count
 - Aircraft Operations
 - Air Freight
- B. Programs
 - 1. Air Service
 - 2. Communications Program
 - 3. Master Plan RFQ
 - 4. Property Management
 - 5. Airline Terminal Public Arts Program
 - 6. Airline Terminal Grand Opening Events
- C. Capital Projects
 - 1. Airport Terminal Improvement Project

ACTION: Presented

ADJOURNMENT – 7:16 p.m., on order of Chair Martin.

Karen Ramsdell, Airport Director

Mabel Shatavsky, Commission Secretary